

CITY COUNCIL

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CITY OF LODI

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City Attorney

The City of Lodi is requesting sealed proposals from qualified firms to provide interoperable UHF radio communication systems for the existing City of Lodi public safety UHF radio system, primarily located at 230 W. Elm Street, Lodi, CA. 95240.

Proposals are to be received by the Purchasing Officer, Finance Division, 310 W. Elm Street, PO Box 3006, Lodi, California, 95241-1910 until 11:00 a.m. on September 15, 2009, at which time the Purchasing Officer will announce publicly the names of those firms submitting proposals. No other public disclosure will be made until after the award of contract.

The goal is to create a citywide interoperable UHF radio communications system that will be compliant with the Telecommunications Industry Association /Electronic Industry Association-102 (TIA/EIA-102) suite of standards and specifications related to APCO Project 25 narrowband digital conventional systems as adopted at the RFP release date.

The City of Lodi is replacing the Lodi Police Department's UHF Channel #2 radio system and the existing Lodi Fire Department's VHF Channels #1 and #2 with new 450MHz UHF radio transmitters and voter receivers that are narrow band compliant and digital capable as mandated by the FCC.

The intent of the new City of Lodi system is to be a fully functional self-contained UHF radio system that can become part of the San Joaquin regional interoperable radio system as specified in the San Joaquin Regional Radio Master Plan.

Proposals must be addressed and delivered to the Purchasing Officer, City of Lodi, Finance Division, 310 W. Elm Street, PO Box 3006, Lodi, Ca. 95241-1910, on or before the time and date set for closing.

Proposals should be in a sealed envelope marked with:

1. Name of Vendor
2. Contractor License #
3. RFP Description: **"Public Safety UHF Radio System Upgrade"**
4. Date and Time Proposal is Due (September 15, 2009 11:00 AM.)

No telephone, telegraphic, facsimile, or email proposals will be considered. Proposals received after the time for closing will be returned to vendor unopened.

Vendors mailing their proposal package must allow sufficient time to ensure receipt of their proposal package by the time specified. It is the responsibility of the Vendor to ensure that the proposal package arrives at the City of Lodi Finance Division by the proposal opening date and time as specified.

Proposals mailed through the U.S. Postal Service will be considered responsive only if received by the City of Lodi Finance Division prior to the proposal opening time.

Proposals should be submitted with one signed original and two (2) copies of the original.

Vendors may withdraw proposals at any time prior to the time and date set for opening.

Proposal shall include, at a minimum, the following information

- VENDOR'S NAME
- VENDOR'S CONTRACTOR LICENSE NUMBER AND TYPE
- VENDOR'S EXPERIENCE AND QUALIFICATIONS
- WRITTEN DESCRIPTIONS OF SIMILAR PROJECTS**
[a minimum of (3) three public agency examples to include details of project, project scope, timeline, cost, and agency contacts.]
- REFERENCES [a minimum of (3) three]
- PROJECT TECHNICAL OVERVIEW
- PROPOSED SCHEDULE (Delivery, Installation, and testing)
- STAFF PROFILE(S) FOR LODI PROJECT
- EQUIPMENT PROPOSED
- EQUIPMENT SPECIFICATIONS, CUT SHEETS / INFORMATION
- PRICE - ITEMIZED (MATERIAL, TAX 8.75%, SHIPPING, AND LABOR)
- PRICE – TOTAL
- DETAILED SYSTEM TESTING PROCEDURE PLAN
- SYSTEM ACCEPTANCE PLAN
- WARRANTY STATEMENT(S) AND COST
- PROPOSED ON-GOING MAINTENANCE
- SIGNATURE
- DATE
- PHONE AND FAX NUMBERS, E-MAIL ADDRESS

Failure to include these items may be grounds for rejection of the proposal.

Each proposal shall be prepared simply and economically, providing a straightforward, concise delineation of the Vendor's capabilities to satisfy the requirements of the RFP. Fancy binding, colored display and promotional material are not desired. However, technical literature, drawings and pictures of proposed

equipment should be included in the proposal. Manufacturers, model numbers, and specification sheets must be provided for all equipment proposed. Emphasis in each proposal must be on completeness and clarity of contents. In order to expedite the evaluation of proposals, it is essential that vendors follow the format and instructions contained herein.

All proposals submitted in response to this RFP must be submitted at the sole expense of the Vendor, whether or not any agreement is signed as a result of this Request for Proposal.

No department or office at the City has the authority to solicit or receive official proposals other than the **Purchasing Officer**. All solicitation is performed under the direct supervision of the Purchasing Officer and in complete accordance with City policies and procedures.

Vendors submitting proposals which meet the selection criteria and which are deemed to be the most advantageous to the City may be requested to give an oral presentation to a selection committee. Scheduling of these oral presentations will be done by the City of Lodi Representative. If an oral presentation is given it will be at no additional cost to the City of Lodi.

Award shall be made to the responsive vendor whose proposal is determined to be the most advantageous to the City taking into consideration the proposal criteria set forth in the Request for Proposal. Price, although a consideration, will not be the sole determining factor. Quality of equipment, warranty terms, vendor's experience and qualifications, delivery and installation schedule, etc. will be weighed in making the final selection. Prices must be good for thirty (30) days.

All proposals must be signed by an individual authorized to extend a formal proposal. Proposals that are not signed may be rejected. The City may, at its option and discretion, reject all proposals.

The City is not liable for any errors or misinterpretations made by the Vendor in responding to this RFP.

The City will not give verbal answers to inquiries regarding the specifications, or verbal instructions prior to and after the award of the contract. A verbal statement regarding same by any person shall be non-binding. The City is not liable for any increased costs resulting from the Vendor accepting verbal directions. Any explanation desired by the Vendor must be requested of the City of Lodi's representative in writing, not later than Month/day/year, and if an explanation is necessary, a reply shall be made in the form of an addendum, a copy of which will be forwarded to each Vendor who has received a set of the proposal documents.

To obtain a complete copy of the RFP direct all inquiries to:

City of Lodi
Information Systems Division
Mark White, IS Coordinator

PO Box 3006
Lodi, CA 95241-1910
(209) 333-6800, ext.2664
mwsubscription@lodi.gov

A mandatory project walk-through of the project sites will be held at **10:00 a.m. on Tuesday, August 18, 2009**. The tour will begin at City Hall at 221 West Pine Street, and include the following:

1. Lodi radio tower and radio room: 230 W. Elm Street, Lodi, CA, 95240
2. Voter Site –Fire Station #2: 705 E. Lodi Avenue, Lodi, CA 95240
3. Voter Site –Fire Station #3: 2141 S. Ham Lane, Lodi, CA 95242
4. Voter Site –Fire Station #4: 180 N. Lower Sacramento Road, Lodi, CA 95242

Vendors participating in the mandatory project walk-through must provide their own transportation to sites indicated above.

Vendors who fail to attend the mandatory project walk-through will not be allowed to submit proposals.